

MINUTES
Trustee Services Committee Meeting
February 11, 2005 9:30 a.m.
MHLS Conference Room

Committee Members Present: Pat Miller, Chair; Bill Conine, Peter Hoffman, Muriel Verdibello,
Committee Members Absent: Christopher Post
Staff Present: Josh Cohen, Rebekkah Smith, Merribeth Advocate

I. Board to Board visits:

- A. Main purpose is to open communication between Mid-Hudson board members and local boards and to introduce ourselves to local boards, bring back issues, etc.. These meetings are still found to serve a purpose, one of which is to talk about funding MHLS services/charging back and/or lobbying for more government support.
- B. MHLS will run off 3 copies of interview forms with talking points on each one.
- C. We can share information gleaned at the monthly MHLS meetings under Communications.

II. Annual Meeting:

- A. The Culinary Institute in Hyde Park is booked for the next annual meeting on October 14, 2005.
- B. For a speaker, since an author was requested, some possible names were: Lee Child, Billy Collins, Joe Queenan, Esmerelda Santiago, Toni Morrison, Gail Carson Levine, Russell Shorto author of *Island at the Center of the World*, or Hillary Clinton. Will check bookstores and ALA site for other possible speaker names.

III. Trustee Workshops:

- A. Merribeth handed out 2 charts summarizing 2004 Essential and Advanced Workshop dates, locations, attendance, and evaluations. Comments and evaluations are all positive.
- B. Merribeth also handed out a chart tracking attendance at Trustee Education Sessions over the last 3 years. The committee discussed why some libraries might not attend these workshops. It was suggested that a survey be sent to library trustees asking which topics would be relevant to them and ask convenient time/locations. The survey would also serve to publicize the workshops. It was also decided that we should stress that libraries not attending are missing out on \$100 grant opportunities. We should also notify them through email notification and push through the directors (reminders at DA meetings). Already sending out flyers with the Bulletin and website information. Josh suggested that directors be told that the Essentials workshops should be mandatory for new trustees and for those senior trustees who need a brush up; Advanced workshops should be taken by Board members who have served on the local board for at least 1 year, as it is highly interactive.
- C. For the Advanced Workshops, Merribeth will select topics from directors and from trustees who attend the Essentials workshops.

IV. Across the Board:

- A. Merribeth listed a few topic ideas and the committee selected some felt to most relevant (Friends Groups, Working with Volunteers, Disaster Planning, Board/Director Communication and Evaluation.
- B. The committee was asked to review topics in *Across the Board* and to submit ideas for future articles.

VI. County Success Story Awards:

- A. We will announce nominations are being accepted now.
- B. The deadline for nominations will be June 1, 2005 this year.
- C. If several are submitted from one county, copies of the letters of recommendation will be distributed to this committee for review.
- D. We will announce the county “winners” so that the person(s) and his/her library director/trustees can plan to attend the Annual Meeting to receive the award.